

Electrical Permit –When Plans are Required

***Plans are required for the following electrical installations:**

- Tenant Improvements 2,500 sq. ft. or greater
- Photo voltaic panels
- Installation or alterations of service or feeders of 100 amperes or greater (except 1 & 2 family homes
- If 100 amperes or more is added to the service or feeder
- Installations of switches or circuit breakers rated 400 amperes or over
- If 60% or more of lighting fixtures change
- All commercial generator installations or alterations unless loads are cord and plug connected
- Educational, institutional, and health or personal care occupancies classified or defined in WAC296-46B-010(14)
- All electrical installations in hazardous areas, as defined by currently adopted NEC.
- All wireless facilities
- Rose Hill business district – see Planning Department Exterior Lighting requirements
- Proposed installations which cannot be adequately described on the application form

APPLICATION DOCUMENTS (Provide all documentation below that is applicable to your project))

- I. Electrical Permit Application
- II. Electrical Plans – 2 sets
 - A. Information on Plans shall include the following:
 1. The proposed use or occupancy of the various portions of the building in which the installation is to be made.
 2. A complete one line diagram.
 3. The calculated load schedule and demand factor selected for each branch circuit, feeder, sub-feeder, main feeder, service panel, and circuit schedules shall be shown.
 4. Fault current calculations and the listed interrupting rating for each service and/or feeder.
 5. Key to any symbols used.
 6. Letters and numbers designating mains, feeders, branch circuits, and distribution panels.
 7. Wattage, number of sockets and type of lighting fixture.
 8. Wattage and purpose of all other outlets.
 9. Voltage at which any equipment will operate.
 10. Identification of size of wires, type of insulation, and all conduit sizes.
 11. City Lighting Budget Calculations form per Washington State Energy Code for installed lighting wattage. <http://www.nec.net/energy-codes> scroll down and click on "Lighting Compliance form". Navigate through this Excel workbook by clicking on the tabs across the bottom of the sheet.
 12. Any other information as may be required by plans examiner.
 - C. All electrical plans for the following installations shall be prepared by, or under the direction of, a consulting electrical engineer. All electrical plans must bear the engineer's stamp and signature.
 1. All educational facilities, hospitals, and nursing homes;
 2. All services or feeders rated 1600 amperes or larger;
 3. All installations identified in the NEC requiring engineering supervision;
 4. As required by the Building Official for installations which by their nature are complex, hazardous or pose unique design problems.

Special Planning Department Review Required for the following installations.

***An electrical plan review will only be required if any of the thresholds in the first section are met.**

- A planning review site plan is required for residential outdoor generators and HVAC equipment.
- A lighting review is required for all outdoor lighting projects in the Rose Hill Business District.
- All wireless facilities
- See Planning Department for submittal requirements - Phone 425-587-3225.